

UNITED STATES DEPARTMENT OF THE INTERIOR

BUREAU OF LAND MANAGEMENT

Office of Fire and Aviation
3833 South Development Avenue
Boise, Idaho 83705

January 25, 2000

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Information Bulletin No. OF&A 2000-014

To: All Field Offices

From: Director, Office of Fire and Aviation

Subject: Conference/Workshop, "Wildland Fire: Roles, Responsibilities, and Accountability"
DD: 1/28/2000 and 2/7/2000

Please refer to IB No. OF&A 2000-012, Line and Fire Managers' Responsibilities and Accountability in Fire. We have generally had good response from fire management officers (FMO's) and line managers who plan to attend this important conference and workshop and have had several requests for more information about topics to be addressed and workshop strategy.

Enclosed is a draft agenda. The steering committee is still working on many of the details, including scope of topics, time frames, confirmation of speakers, and breakdown of work groups. Some of this may not be finalized until we know how many people will be attending.

We want to emphasize that this is an important meeting both for fire managers and for line managers. We encourage attendance by all FMO's and other appropriate fire program personnel, as well as a good representation of line managers at all levels. Participants will gain a better understanding of today's focus on wildland fire roles, responsibilities, and accountability and how it evolved. During the workshop portion of the conference, they will be able to use this background, along with their own experience and knowledge, to help define roles and responsibilities for the future and clarify how accountability will be measured. Your input is very important to the success of this effort.

Please confirm your attendance with Pat Moore, Office of Fire and Aviation, either by e-mail or by telephone (208-387-5150), no later than February 7, 2000. You are also responsible for making your own motel reservations by January 28. Rooms have been set aside at three motels, all in downtown Boise within a few blocks of the Boise Centre on the Grove, where the meeting will be held. Please mention that you will be attending the BLM fire conference.

Owyhee Plaza Hotel, 1109 Main St., 208-343-4611 or 1-800-233-4611 (\$55/night)
Travelodge, 1314 Grove, 208-342-9351 (\$42/night - queen; \$45/night - king)
Safari Motor Inn, 11th & Grove, 208-344-6556 (\$54/night)

Specific questions about the meeting may be addressed to Roy Johnson, Deputy Fire Program Manager, at 208-387-5163.

Signed by:
Edward W. Shepard
Acting Director, Office of Fire and Aviation

Authenticated by:
Pat Lewis
Supervisory Mgmt. Asst.

1 - Attachment
1 - Draft Agenda (4 pp.)

Wildland Fire: Roles, Responsibilities, and Accountability

February 29 - March 2, 2000
Boise Centre on the Grove, Summit Room
Boise, Idaho

Moderator: Ron Dunton, Fire Program Manager, Office of Fire and Aviation (OF&A)

Tuesday, February 29 (Information)

8:00 - 9:00 a.m.	Welcome	BLM State Director, Idaho (Invited)
	Opening Remarks	BLM Director (Invited)
	Administrative Details	Moderator; Workshop Coordinator
	Keynote Address	BLM State Director, California
9:00 - 9:30 a.m.	Break	
9:30 a.m. - 12:00 noon	"A Dose of Reality" - Lessons Learned: Point, Lowden Ranch, and Sadler Fires	(Speakers being confirmed)
12:00 noon - 1:30 p.m.	Lunch	
1:30 - 3:30 p.m.	"Accountability" (What is it? How is it determined? How does it affect you?)	Director, OF&A U.S. Attorney Personnel Officer OSHA
3:30 - 4:00 p.m.	Break	
4:00 - 5:00 p.m.	"You Make a Difference"	Gordon J. Graham, Research Consultant (Invited)

Attachment 1-1

Wednesday, March 1 (Workshop)

8:00 - 8:15 a.m.	Workshop Objectives and Process	Moderator; Workshop Coordinator
8:15 a.m. - 12:00 noon	<p>Break-Out Groups (Note: These topics will be further defined and expanded upon by workshop organizers and topic leaders prior to the workshop.)</p> <p><u>Topic A:</u> Roles & Responsibilities of:</p> <ul style="list-style-type: none"> - Director, Office of Fire & Aviation - State Fire Management Officers - District Fire Management Officers <p>(Develop and/or review for adequacy the standards by which fire program leaders will be held accountable. Potential background/review materials: current standards, position descriptions, etc.)</p> <p><u>Topic B:</u> Roles and Responsibilities of:</p> <ul style="list-style-type: none"> - BLM Director - State Directors - Field Office Managers <p>(Develop and/or review for adequacy the standards by which line officers will be held accountable for wildland fire activities.)</p> <p><u>Topic C:</u> Management's Expectations of Fire and Fire's Expectations of Management (Communication, sharing of experiences; define expectations, e.g., prepare checklist of roles? other?)</p> <p><u>Topic D:</u> Minimum Qualification Standards (review, analyze, compare, recommend)</p> <ul style="list-style-type: none"> - Current standards (1996) - Newly developed standards (2000) 	Participants & Topic Leaders (At least two discussion groups will address each topic.)
12:00 noon - 1:30 p.m.	Lunch	Attachment 1-2
1:30 - 5:00 p.m.	Break-Out Group Synthesis (Groups addressing the same topic will	come together, reach consensus, and prepare

a consolidated report of findings and recommendations for presentation to full group on Thursday.)

Participants, Topic Leaders, Facilitators, Recorders

draft

Attachment 1-3

Thursday, March 2 (Topic Reports)

8:00 a.m. - 12:00 noon	Topic Reports	Topic Spokespersons
	Clarification questions, comments	Workshop Participants
12:00 noon - 1:30 p.m.	Lunch	
1:30 - 5:00 p.m.	Continuation of Topic Reports (as necessary)	
	Final Remarks	Fire Program Manager Agency Administrator Director, OF&A